

**Board of Selectmen
Board of Finance
Water Pollution Control Authority
Town of East Windsor
11 Rye Street
East Windsor, CT**

**MINUTES OF JOINT SPECIAL MEETING,
January 17, 2012 at 6:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Board of Selectmen

Members Present: Denise Menard, Alan Baker (arrived at 6:04 p.m.), Dale Nelson,
Richard P. Pippin, Jr., and James C. Richards
Members Absent: None

Board of Finance

Members Present: Jason Bowsza, Joseph Pellegrini (arrived at 6:02 p.m.), Marie
DeSousa (arrived at 6:08 p.m.), Kathleen Pippin, Jerilyn Corso,
Paulette Broder (Alternate)
Members Absent: Danelle Godeck and Jamie Daniel (Alternate)

WPCA

Members Present: Paul Anderson, Thomas Davis, D. James Barton, David King and
Martha Paluch (Alternate)
Members Absent: David Tyler, Richard P. Pippin, III, and
Charles Riggott (Alternate)

Others: Catherine Cabral, E. Arthur Enderle, III, Dennis Greci, Edward
Alibozek, and others
Press: L. Smith (Patch.com)

First Selectwoman Denise Menard called the Special Joint Meeting to Order at 6:00 p.m., in the East Windsor Town Hall.

Ms. Menard thanked all who were in attendance. This meeting is not a Board of Selectmen meeting but a Special Joint Meeting between the Board of Selectmen, Board of Finance and Water Pollution Control Authority. As stated in the notice of this meeting, the purpose of the meeting was to discuss the relationship and responsibility between the Town and WPCA. Ms. Menard stated throughout her last four years in office, questions have arisen regarding who is responsible for paying certain expenses. There have been no definite answers to those questions.

Ms. Menard indicated that recently at budget meetings of the Capital Improvement Project Advisory Committee Meeting, it has been discussed which departments are responsible for maintaining their buildings and what the responsibility of the Town is for maintaining those buildings.

Mr. E. Arthur Enderle, III, Superintendent of the WPCA, addressed the meeting. She indicated this is his second year working on a budget for the WPCA. He is concerned about how the WPCA will sustain in the future due to the budget restraints and cost of critical equipment and upkeep of same. Everyone wants sewer services; however, no one is concerned until something fails with the sewer. Approximately 18 months ago, he had a meeting with Ms. Menard and Ms. Catherine Cabral, Treasurer, discussing that the town he came from before, had a different way of budgeting. He understands that budgets are very tight with funds and has consulted Mr. Dennis Greci, Senior Supervising Sanitary Engineer, Bureau of Water Management, CT DEEP (Department of Energy and Environmental Protection). Mr. Greci is an expert on funding and statutory regulations. Mr. Enderle invited Mr. Greci to this meeting to help explain statutory regulations.

Ms. Menard asked if everyone at the table could identify themselves for the record.

Ms. Denise Menard, First Selectwoman
Ms. Dale Nelson, Board of Selectmen
Mr. Jason Bowsza, Chairman of the Board of Finance
Ms. Kathleen Pippin, Board of Finance
Mr. James Richards, Board of Selectmen
Ms. Jerilyn Corso, Board of Finance
Mr. Richard Pippin, Board of Finance
Mr. Joseph Pellegrini, Board of Finance
Mr. Thomas Davis, WPCA
Mr. Paul Anderson, Chairman of the WPCA
Mr. James Barton, WPCA
Mr. Alan Baker, Board of Selectmen
Mr. E. Arthur Enderle, III, Superintendent of WPCA
Ms. Catherine Cabral, Treasurer
Mr. Edward Alibozek, Chief Operator
Ms. Martha Paluch, WPCA (Alternate)

Mr. Paul Anderson, Chairman of WPCA addressed the meeting. He stated that there are three issues which need to be addressed. Those three issues are:

1. Ownership of the WPCA building and the responsibilities of maintaining same.
2. Funding of future sewer projects.

3. North Road Sewer Project loan financing obligations.

Ms. Menard began discussing the ownership of the WPCA building and/or property. This is a topic for many departments in the Town, including Warehouse Point Fire Department. She indicated they could go to the Assessor's Office and look at the Assessor's card to see who is listed as the owner of the property. She gave an example of the Warehouse Point Fire Department, who is listed as the owner of their station. The schools, however, are listed as Town of East Windsor Board of Education as the owner. Mr. Enderle asked Mr. Greci to give his opinion on this subject. Mr. Greci commented that Ms. Menard is correct, first the Assessor's card needs to be looked at. He indicated that the State of Connecticut and Federal Government have purposely tried to keep the waste water management separate from town government because the EPA did not want the waste water management be politicized while budgets were being put in place and cutting funding to the waste water management. Funds should be expended on the infrastructure, such as sewers. The State and Federal Governments have written laws with the intent to isolate waste water management from town governments.

Mr. Anderson remarked that he has canvassed citizens of the Town to see what their feelings were about paying for the sewers and infrastructure of same. Some people told him that not everyone drives a car, but everyone has to pay for the maintaining the roads. Another example he was given was not everyone has children, but everyone pays for the schools. The same feeling was felt about the sewers, not everyone will use the sewers, but it benefits everyone in the Town.

A discussion began regarding user fees. The user fees are used for the operation and maintenance of the WPCA. Operational budget includes payroll and billing. Those fees are approximately \$1.2 Million Dollars. The annual budget is paid by those fees. Another fee which is collected is the facility connection charges. Those charges are a one time charge to connect to the sewers. Those fees are used for the purchase of major items, such as roof maintenance of the building. It was asked why the WPCA doesn't ask for funding through CIP for major purchases. Because the Town has so many priorities when it comes to the CIP budget, it is very difficult to get funding from CIP. Mr. Enderle commented that the WPCA has a lot of infrastructure and/or equipment, and that life expectancy is approximately 15 to 30 years. His concern is that a plan needs to be put into place to prepare for replacement of equipment, such as pump stations. He understands the tough economic times and the thought of fixing something that is not broken is the standard way of thinking. However, it will be a public hazard if a pump station fails and sewage is backed up and the DEEP will fine the Town. He believes it would be a good idea to start planning for such problems. Mr. Enderle was asked if that is a legitimate fear that major problems will occur. Mr. Enderle acknowledged it was. Mr. Alibozek indicated if a pump station fails, it is anticipated the cost to repair or replace same would cost somewhere in the neighborhood of \$50,000 to \$100,000. There are three pump stations which are 40 years old. They have lived twice their life

expectancy. They have been refurbished a few years ago, but the concern is they may fail. In reviewing accounts with Ms. Cabral, Mr. Enderle indicated that there are five accounts which have a total of \$175,000. It is being suggested to put together a five year plan which needs to be done in one year. He has asked Mr. Greci for his advice on how to make this plan work. Mr. Greci refers to State statutes regarding mandating budgets, repairs and maintenance. Mr. Greci gave some ideas. Ms. DeSousa inquired if the Town is facing any fines presently. Mr. Enderle indicated not at this time.

The discussion continued about the state of the sewer lines on Bridge Street and other sewer lines throughout the Town. Mr. Enderle told everyone that the sewer lines are in need of repair. The WPCA recently did televised inspections on a number of streets and those lines are in need of repair; however, with budget constraints, the expenses to repair same are costly and budgets are very tight.

Ms. Cabral began explaining of the net balance remaining in the fund balance and she has talked to Mr. Greci regarding the funds available in the facility connection charges. Ms. Menard asked about the monies available in the fund balance. Ms. Cabral indicated that \$205,000 is available and the \$500,000 loan for the North Road Sewer is money the Town will get back from the grant.

Mr. Enderle started explaining the facility connection charges and what those fees are used for. The history of the Town of East Windsor was that the Town paid for repairs to the lines. The facility connection charges stay with the WPCA and are used to pay for big ticket items. He reminded everyone presently there is about \$185,000 in this account but those fees are only collected one time. It was then discussed about the three fees which are charged by the WPCA; user fees, facility connection fees, and benefit assessment fees. It was suggested again that the facility connection fees should be used for infrastructure.

A lengthy discussion was held regarding the three types of fees and what those fees are used for. Also discussed was how the fee rates are computed. The facility connection charge is set by a Town Meeting. This was set approximately 18 years ago as an incentive to the taxpayers to vote for the WPCA funding. Therefore, the facility connection charges would be owned by the town.

It was asked what percentage of the sewer user fees were used for maintenance of the building. Approximately 10% is set for maintenance. Mr. Enderle warned everyone that the WPCA will not be able to sustain itself on the path that it is presently on. It was asked if any documentation on the facility connection fees could be presented or researched. It was agreed that information can be researched and brought to another meeting.

Ms. Cabral discussed briefly what the next steps are for the North Road Sewer Project and indicated the loan is supposed to close at the end of March and the reimbursement from the USDA usually takes four to six weeks.

Another meeting was scheduled for February 7, 2012 at 6:00 p.m. to discuss this further.

The meeting ended at 7:04 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary